
Missouri Training and Employment Council--PO Box 1087--Jefferson City, MO 65102-1087

Missouri Training and Employment Council

Lodge of the Four Seasons

Lake Ozark, Missouri

April 3, 2006

8:00 a.m. -12:00 p.m.

Attendees: Katharine Barondeau, Gloria Carter-Hicks, J.C. Caudle, Lew Chartock, Anita Coulter, John Gaal, Nancy Headrick, Don Hester, Mary Moore Johnson, Gil Kennon, Mary Kay Meek, Rich Payne, Jerry Pelker, Herb Schmidt, Ajamu Webster, John Wittstruck.

Staff: Rose Marie Hopkins, Glenda Terrill, JoAnn Hamburg.

Other Attendees: Division of Workforce Development: Rod Nunn, Dawn Busick, Steve Kraus, Roger Baugher, Mike McKown, Sue Sieg, Anita Henry, Jason Gatz; MERIC: Franciena King; ACT: Barb Halsey; Department of Elementary and Secondary Education: Steve Coffman; Missouri Childcare Resource and Referral Network: Corrine Patton and Sarah Kirshner; Missouri Training Institute: Ann Merrifield; St. Louis Community College: Steve Long, Jane Boyle; Retired, City of O'Fallon: Carolyn Caudle; West Central WIB: Larry Hightower; St. Louis City/SLATE WIB: Tom Jones; St. Louis County WIB: Gene Gorden; Central WIB: Jan Vaughn; Southwest WIB: Jason Jones.

Call to Order

Lewis Chartock, Acting Chair, called the meeting to order and had all in attendance introduce themselves.

Minutes

Approval of the minutes of the meeting of January 12, 2006 was deferred until later in the meeting when a quorum was present.

Overview of WorkKeys/MO CRC Status

Barbara Halsey from ACT (American College Testing) provided an overview of WorkKeys. She explained that WorkKeys is a job skills assessment system created by ACT that measures "real world" skills critical to job success. WorkKeys is currently available at different levels in seven local workforce areas.

Economic development in local, state, and regional areas is being affected by the global economy, which requires individuals to have higher skill levels than ever to get a job and stay employed. Employers look for workers with documented skills to succeed in high performance work settings. Government officials in a large number of states acknowledge the need for regional and state initiatives to increase workforce skills and improve workforce quality. Besides the United States, WorkKeys is also used in Mexico, Europe, and Asia.

Through assessment using WorkKeys, employers have more confidence in the level of knowledge potential employees will be bringing with them upon being hired. Businesses hiring with WorkKeys assessments typically realize results that have a positive impact on their bottom lines, including reduced turnover, reduced employee training time, and fewer production errors. Ms. Halsey continued saying

that these skills are relevant to any occupation, whether skilled or professional, and at any level of education. WorkKeys provides the ability to ascertain a variety of skills, which creates the ability to certify readiness levels.

If the position for which someone is applying exceeds the skills currently held by that person, remedial training is available to fill those skills gaps. WorkKeys has been used by thousands of businesses to assess and develop employees' foundational skills. An extremely important point about WorkKeys is that it is completely objective; the person either knows the answers or does not. Gender, race, religion, or any other factor has no impact on the scores. The three specific areas being measured in seven local workforce areas in Missouri are applied mathematics, locating information, and reading for information. Ms. Halsey suggested visiting the website at: www.workkeys.com for additional information on WorkKeys.

Mike McKown (DWD) explained that Missouri is using the test scores from WorkKeys in support of career readiness certificates (CRC). The certificate is signed by Governor Matt Blunt and Lew Chartock as MTEC chairman. Other states with a CRC include Indiana, Kentucky, Louisiana, and Virginia. Although primarily available in only half of Missouri's local areas, it is anticipated that it will be available statewide by October. One of the things that employers would also like to have is a way to be more assured of a potential employee's reliability through soft skills, such as coming to work on time and getting along with coworkers. Worldwide Interactive Network (WIN) is used for the remedial training and it also has a soft skills section. Mr. McKown offered that if anyone is interested in signing up to view the test site to e-mail him at mike.mckown@ded.mo.gov. He added that Rose Marie Hopkins would be providing him e-mail addresses of MTEC members to send the WIN sign-up materials to, as well as to obtain feedback.

Education and Training Update

John Gaal provided an update from the Education and Training Committee meeting held March 3, 2006. Mr. Gaal referenced the meeting notes and other reports included in the meeting materials. He briefly reviewed the following topics reported at that committee meeting: Career Readiness Certificate by Jim Duane, UM-SL; State Assessment of Adult Literacy (SAAL) by Ron Jewell, DESE; Project Lead the Way by Doug Miller, DESE; Jobs for Missouri Graduates by Tommie Pillers (Riverview Gardens High School); Governor Blunt's Math and Science Summit by Robert Stein, DHE. Mr. Gaal gave more detailed elaboration on the High School Task Force Update.

In further discussion of the High School Task Force, Mr. Gaal explained that in April 2004, Dr. Kent King, DESE Commissioner, appointed a high school task force to focus on three key areas: state graduation requirements, state graduation exit exams; and state differentiated diplomas. In October 2005, the State Board of Education adopted the first recommendation made by the task force, which increased the graduation minimum credits from 22 to 24. The change resulted in requiring 4 years of English and 3 years each for math, science and social studies (4-3-3-3). The prior graduation requirement was 3 years of English and 2 years each for the other subjects (or 3-2-2-2).

A second, smaller task force was convened to study exit exams and differentiated diplomas. On March 16, 2005, preliminary recommendations were presented to the State Board of Education, which emphasized using ACT as the high school assessment. Since 70% of Missouri students take the ACT either in their junior or senior year in high school, then ACT would be a more consistent tool to measure achievement. The State Board of Education met prior to the task force's final meeting date.

On March 23, 2006, the task force established that the primary recommendation would be to replace MAP with ACT. WorkKeys had been considered as an instrument to be used for an assessment but the task force decided to withdraw WorkKeys from consideration in lieu of a differentiated diploma.

Other issues being considered by the State Board of Education included an endorsement to have a voluntary uniform transcript which would be fully transportable across all Missouri school districts. Mr. Gaal emphasized the importance of this being in support of the autonomy of local school districts. In April, DESE hosted five town hall meetings throughout the state to obtain public comment on the preliminary recommendations made earlier to the State Board of Education. Mr. Gaal made note of the schedule for those meetings and encouraged MTEC participation and input. He also reminded everyone that much of what was discussed at the task force meetings was in line with what was included in MTEC's *State of the Workforce Report*.

Legislative Update

Katharine Barondeau stated that over the past few months, she has visited several areas of the state to provide information on the responsibilities of the Division of Employment Security (ES). Ms. Barondeau has participated in radio call-in shows, attended Caring Communities meetings, visited a West Central One-Stop, and attended several employers' meetings. One question she was specifically asked was what the State of Missouri was doing to help re-employ unemployment insurance claimants. Ms. Barondeau said it occurred to her that the Division of Employment Security is primarily seen across the State of Missouri as an unemployment insurance program. She said she found this an excellent opportunity for her and Rod Nunn to talk about training for unemployment claimants.

The Missouri Legislature is considering several bills and several measures related to the Unemployment Insurance Trust Fund. Ms. Barondeau referenced a memorandum included in the meeting materials with a summary of pertinent legislation including unemployment insurance. In discussion of the Unemployment Insurance Trust Fund solvency, she explained that in 2005, Missouri employers were in jeopardy of losing \$50,000,000 in federal tax credits. The Governor requested a waiver, which was granted by the United States Department of Labor. While the Division of Employment Security made a payment on the outstanding debt of more than \$50,000,000, the State of Missouri still owes the Federal Government \$238,000,000 for borrowing that occurred in 2003 and 2004 when the trust fund had insufficient funds to pay unemployment benefits. Missouri employers are facing additional taxes as a result of HB 1268, a potential loss of credits of over \$100,000,000. These are some of the reasons why the Legislature and Missouri business groups are extremely interested in what is being done for unemployment insurance claimants, including employment help.

Another issue addressed by Ms. Barondeau was the duration of benefits that recipients receive. Missouri ranks 39 out of the 53 UI jurisdictions in terms of the average duration of benefits. If we can improve the average duration by just one week, the trust fund would save \$27,000,000 annually.

In cooperation with Mr. Nunn, Ms. Barondeau reported that a work group has been established to work on a number of issues. With MTEC as the body responsible for setting Missouri's employment policy, then she felt it important to keep the council informed of this very serious situation and to be aware of the amount of attention it is receiving at the Capitol.

Displaced Homemaker Policy.

Dr. Chartock recused himself as chair during this agenda item due to a perceived conflict of interest. Mr. Gaal assumed the responsibilities of Chairman.

Roger Baugher explained that HB 1787, known as the "Guard at Home Program," has been introduced in the legislature. The purpose of the bill is to provide opportunities to serve the families of National Guard and Reservists that have been called to active duty. The bill addresses two issues: (1) the existing spouse of active duty National Guard and Reservists to address their immediate employment needs and issues and (2) to assist returning National Guard and Reservists upon returning. It appears that the second issue is already covered through the Dislocated Worker Program. When Guard members return but their jobs are no longer available to them, then they should be eligible for assistance as a Dislocated Worker. Efforts will be made to encourage those people to take advantage of services that already exist for Dislocated Workers.

Issues relating to the spousal issue may be addressed with minor modification of the current eligibility policy, which is the issue to be presented. A "displaced homemaker," as defined, refers to an individual that has been providing unpaid services to family members in the home and who has been dependant on the income of another family member but can no longer supported by that income due to the lower salary while on active duty. Displaced homemakers are generally unemployed or under-employed and experience difficulty in obtaining or upgrading employment. Mr. Baugher suggested expanding the general statement to say that the spouse of active service and National Guard troops would be included in the definition as stated in (1) by virtue that the activated spouse would no longer be employed at his or her previous employer and therefore they are no longer supported by that income.

Action on this policy was deferred until later in the meeting when a quorum was present.

One-Stop Chartering

Rod Nunn provided an overview of the One-Stop Chartering effort. Additional information will be provided at the next MTEC meeting. The purpose of the One-Stop Chartering effort is to ensure that there is a mechanism for continuous improvement throughout the workforce system; one of those tools in use by many boards is called One-Stop Charter. The concept is basically in response to several questions including the definition of a comprehensive One-Stop in Missouri; a description of what services are provided; the definition of affiliate One-Stops and what services are provided in an affiliate; the definite number of One-Stops in the state; a listing of what services are expected at what kind of location; and a listing of what kinds of jobs are expected to be available. DWD has been working toward the responses for these issues with input from a series of focus groups around the state to get input on what a chartering criteria might look like. Chartering criteria will be based on this work around the state, additional input, and One-Stop best practices from other parts of the country.

Mr. Nunn explained that MTEC will be asked to consider a chartering criteria for comprehensive centers, affiliate centers, and satellite centers. When MTEC has a criteria available, then local workforce boards will apply for those charters. At the next MTEC meeting, there will be more discussion concerning One-Stop Chartering, which may necessitate assignment to a sub-committee.

Dr Chartock reinforced Mr. Nunn's suggestion to involve MTEC and asked for clarification on which committee he considered to be appropriate. Mr. Nunn suggested that the WIB committee might be a good assignment for this topic. He plans to continue collecting feedback from around the state. Prior

to the next MTEC meeting, Mr. Nunn's intention is to design an instrument for the committee, put it out for comment, and have those comments back in order that action can be taken by the next MTEC meeting.

WIRED Grant

Mr. Nunn provided an overview of the WIRED Grant approved for 18 counties in the Kansas City Metropolitan Area, in both Missouri and Kansas. WIRED stands for Workforce Innovation in Regional Economic Development.

The WIRED Initiative was designed by the US Department of Labor to focus on labor market areas that are comprised of multiple jurisdictions within a state or across state borders. The purpose of this grant is to support innovative approaches to education and workforce development that go beyond traditional strategies preparing workers to compete and succeed both in the United States and globally. Thirteen regions were selected for grants, one of which was Greater Kansas City. Collaboration of the Governors of both states helped secure the grant, which will assist ten counties in Missouri and eight counties in Kansas.

The Greater Kansas City (OneKC WIRED) effort included numerous partners across state lines. The goal of the OneKC WIRED Initiative is to "integrate and build upon a collection of currently independent activities which will lead to an unprecedented comprehensive system of economic development, workforce development, education, and training to meet the region's current and future needs, particularly targeted to high growth/high demand industries.

Mr. Nunn reinforced that one of the things of which he is most proud is the work of the public workforce system in this grant. There are seven workforce boards involved and a regional workforce council is being established. WorkKeys is expected to be a part of this so employers will have a much better idea of the basic skills a potential employee has. Soft skills components are also being investigated in response to employers looking for a way to find employees with the personal work habits needed to be successful in the workplace. At a future meeting, MTEC will be presented more information about job profiling on a regional basis and Life-Long Learning Accounts as well as more details on OneKC WIRED.

MAWD Certification Relating to LWIBs

Ann Merrifield, from the Missouri Training Institute, shared information on the Missouri Association for Workforce Development (MAWD), as a state association made up of a broad range of Workforce Development professionals. Ms. Merrifield provided background on the association and how it relates to workforce areas. As a state chapter, Missouri has over 500 members. The national association has about 4500. MAWD's vision is to provide a forum in which individuals can continue to enhance their own professional development. Professionals need to be continually educated in what they do and how to improve upon them. She explained the benefits that of membership, including a specific code of ethics. Ms. Merrifield then described the certification process, in that the emphasis is on professional development. Missouri was the first state to use an exam "certification system." The examination was developed based on competencies.

MAWD offers two levels of certification, the core competencies and a choice of two specialty certifications. One specialty is for the person that works with the job-seeking customer and the other specialty area is for the administrative function. A third specialty is under development for those who

will be working with businesses. DWD has publicly recognized the certification system by sponsoring classes for staff to become certified. For additional information, Ms. Merrifield referenced the MAWD website at www.mo-mawd.org.

Action Items

Gloria Carter-Hicks joined the meeting by telephone conference call, which reached a quorum for the body.

Dr. Chartock accepted a motion and a second to approve the minutes of the January 12, 2005 meeting as presented. Motion carried and the minutes were approved.

Nancy Headrick moved to approve the policy to encourage opportunities to provide assistance to displaced homemakers due to spouses in the National Guard and Reserves who are called to active duty. Mary Moore Johnson seconded the motion. Motion carried.

Child Care Economic Impact Report

Sarah Patton and Corrine Kirshner, from the Missouri Child Care Resource and Referral Network, presented information and statistics regarding the importance of the childcare industry to the State of Missouri. As the economy and workforce participation grow, so grows this industry and the support needed for working families and their children. Regulated child care in Missouri:

- Employs 34,000 people in 5,000 small businesses.
- Supports 120,000 workers in other industries.
- Produces \$635 million in gross annual receipts.
- Pays over \$400 million per year in wages and purchases over \$83 million each year in consumables and utilities.
- Prepares 181,000 children for long-term workplace success.
- Leverages \$255 million in federal funds each year.
- Generates \$6 billion in total output.

Ms. Patton continued saying the mission of the Missouri Child Care Resource and Referral Network is to provide coordinated, statewide child care resources and referral services that promote a high quality child care system. Not only do employees need competent and reliable childcare in order to perform their work, but childcare itself provides quality jobs. Ms. Kirshner provided information from *First Children's Finance - Missouri* that, as of the end of 2005, Missouri was part of a \$5.8 million loan pool covering five states. Missouri had \$541,000 in loans without one default. As a result of the program, the network has created or preserved 528 child care slots while creating 64 new jobs and preserving 20. They reinforced that child care is everyone's business so everyone benefits. Ms. Kirshner added that additional information is available on their website at: www.moccrn.org.

Chairman's Report

Lew Chartock noted that staff is to notify every member of MTEC when there is an executive committee meeting as anybody who is on this council is welcome to participate in those meetings. Recent Executive Committee meetings have been conducted via conference call.

Staff Report

In the staff report, Rose Marie Hopkins reported that Jason Gatz has moved from MTEC to be the DWD Liaison with the local workforce boards. He will still be working closely with MTEC in this capacity. His vacancy will be back-filled.

Mrs. Hopkins also briefed MTEC on the upcoming Governor's Math and Science Summit to be held April 25 in Jefferson City. The purpose of this summit is to address efforts to encourage students to take math and science courses in high school and college in preparation for careers in those areas. She has been participating in the planning committee for this summit for several months and will be facilitating one of the small groups in the afternoon. In the morning, Governor Blunt will be leading a roundtable discussion of over 20 leaders in business and education that are directly impacted by fewer people pursuing science and math backgrounds. This summit marks the beginning of a longer-term process to establish a new way of learning.

New Business

Dr. Chartock noted three items to be assigned to committees for research:

- Policy Flexibility—Assigned to Strategic Planning.
- Soft-Skills—Assigned to Education and Training
- WorkKeys—Assigned to Marketing and Communications. Mr. Gaal also asked to be included on this topic.

The council supported these assignments.

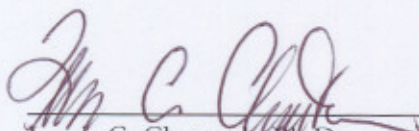
Mrs. Hopkins suggested two additional items needing committee assignment: chartering and re-employment for the unemployed. Mrs. Hopkins requested that these items be assigned to the WIB Committee. She reinforced that when the committees are ready to begin their work, to let her know so arrangements can be made. She also suggested that policy wording recommended by John Wittstruck at the last meeting could be assigned to a committee to perhaps flesh it out, if necessary, to better identify what kind of application it might have.

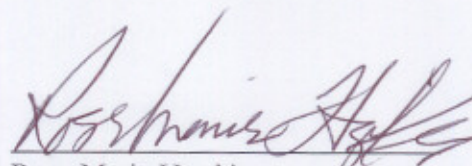
Date of Next Meeting

Rose Marie Hopkins mentioned one suggestion received for the next meeting is to meet in Kansas City at the same time the SkillsUSA Conference is being held, June 19-24, 2006. If MTEC met on June 21, then members would have the option of staying over the next day to experience the conference exhibits. The consensus was to schedule the next meeting in conjunction with the SkillsUSA Conference in Kansas City.

Adjourn

In response to Dr. Chartock's request, John Wittstruck moved and John Gaal seconded a motion to adjourn the meeting at 11:55 a.m.


Lewis C. Chartock, Ph.D.
Acting Chairman


Rose Marie Hopkins
MTEC Executive Director